

ORDINANCE #1272

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN TO AMEND CHAPTER 240, SECTIONS 240.01, 240.02, 240.03 AND 240.04, OF THE LANSING CODIFIED ORDINANCES TO RESTRUCTURE THE GRANT AWARD PROCESS FOR BASIC HUMAN SERVICES

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 240, sections 240.01, 240.02, 240.03, and 240.04, of the Lansing Codified ordinances is hereby amended to read as follows:

240.01. - Statement of purpose.

The City of Lansing, through its City Council, finds that there exists and will continue to exist a need among its citizens to have assistance in meeting everyday challenges. In the interest of the "public health," in its broadest sense, the City is committed to providing a locally funded revenue base which supports the needs of citizens by funding basic human services. In addition, it is recognized that the City's commitment in establishing a revenue base for basic human services provides an avenue through which federal, state, CITY OF LANSING, and/or private resources can be accessed to enhance the funding of service providers TO BENEFIT LANSING RESIDENTS.

240.02. - Definitions.

AS USED IN THIS CHAPTER:

(a) ~~"Basic hHuman sServices," as used in this chapter, shall mean~~ programs by THE CITY OR local agencies that SERVE CITY OF LANSING RESIDENTS; meet basic HUMAN needs OF RESIDENTS IN THE CITY; ADDRESS HOUSING AND TENANT SERVICES; ADDRESS THE ROOT CAUSES OF RACISM IN LANSING AND/OR PROMOTE RACIAL EQUITY; ~~and/or~~ provide life skills development, employability, DEVELOPMENT, PHYSICAL health, or mental health services FOR CITY OF LANSING RESIDENTS.

~~(b) "Community CITY — sSupported aAgencies," as used in this chapter, shall mean~~ organizations that receive separate City Council funding; SUCH FUNDING that may be allocated through the Human Relations and Community Services Department BY THE CITY APPROPRIATIONS ORDINANCE.

(c) ~~"Cultural aArts pPrograms," as used in this chapter, shall mean~~ organizations that facilitate community access to theater, music, museum, art and related activities.

"HRCS DIRECTOR," MEANS THE DIRECTOR OF THE DEPARTMENT OF HUMAN RELATIONS AND COMMUNITY SERVICES OR THE DIRECTOR'S DESIGNATED STAFF PERSONNEL.

"HRCS ADVISORY BOARD," MEANS THE HUMAN RELATIONS AND COMMUNITY SERVICES ADVISORY BOARD.

240.03. – Funding formula.

(a) The City of Lansing General Fund Budget shall include, at a minimum for each fiscal YEAR period, an appropriation equal to 1.35 percent of general fund revenue as adopted in the annual budget for the purpose of funding ~~bBasic hHuman sServices. Should the City be mandated or elect to account for revenue which is~~

~~credited to the general fund as of the effective date of Ordinance No. 01027 in a separate enterprise or special revenue fund, the amount of revenue transferred to such fund from the general fund shall continue to be included in the base utilized for calculation of the 1.25 percent to be appropriated for the funding of local basic human services.~~

- (B) AT LEAST ONE TENTH (0.10) OF THE GENERAL FUND DOLLARS 1.35 PERCENT THE DIFFERENCE IN FUNDS ALLOCATED AT 1.25 PERCENT OF GENERAL FUND DOLLARS AND FUNDS ALLOCATED AT 1.35 PERCENT OF GENERAL FUND DOLLARS DESCRIBED IN SECTION 240.03 (A) SHALL BE RESERVED FOR LOCAL AGENCIES OR ACTIVITIES THAT ADDRESS THE ROOT CAUSES OF RACISM AND/OR PROMOTE RACIAL EQUITY.
- (C) FUNDS DESCRIBED IN SECTION 240.03 (a) SHALL BE APPROPRIATED AS PART OF THE ANNUAL BUDGET PROCESS. THE MAYOR, AS PART OF THE BUDGET RECOMMENDATION, MAY DESIGNATE THE HRCS DIRECTOR TO ALLOCATE DOLLARS TO OTHER CITY DEPARTMENTS FOR BASIC HUMAN SERVICES AS APPROVED BY COUNCIL.
- (D) ALL FUNDING PROVIDED TO THE HRCS DEPARTMENT FOR GRANTS SHALL UTILIZE AN OPEN APPLICATION PROCESS IN ACCORDANCE WITH THE LANSING CODE OF ORDINANCES FOR PURCHASING AND COMPETITIVE BID PROCESS (CHAPTER 206), INCLUDING THE SOLE SOURCE REQUIREMENTS, AND OTHER RELEVANT LANSING ORDINANCES . FUNDING SHALL ALSO SATISFY THE FOLLOWING REQUIREMENTS:
 - (1) BE AWARDED ON A COMPETITIVE BASIS TO SUSTAINABLE AND VIABLE AGENCIES THROUGH GRANT CONTRACTS WITH THE CITY. SHOULD THE CITY BE MANDATED OR ELECT TO ACCOUNT FOR REVENUE WHICH IS CREDITED TO THE GENERAL FUND IN A SEPARATE ENTERPRISE OR SPECIAL REVENUE FUND, THE AMOUNT OF REVENUE TRANSFERRED TO SUCH FUND FROM THE GENERAL FUND SHALL CONTINUE TO BE INCLUDED IN THE BASE UTILIZED FOR CALCULATION OF THE ~~4.5~~ 1.35 PERCENT TO BE APPROPRIATED FOR THE FUNDING OF BASIC HUMAN SERVICES.
 - (2) THE APPLICATION FOR A GRANT SHALL INCLUDE AT A MINIMUM THE AMOUNT OF FUNDS REQUESTED, THE HISTORY OF GRANTS TO THE APPLICANT, THE METRICS OF PREVIOUS AWARDS, INCLUDING SUCCESSES AND FAILURES OF CONTRACTUAL OBJECTIVES, A STATEMENT OF COMPLIANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS, LAWS, AND ORDINANCES, SPECIFICALLY ATTESTING THAT THE APPLICANT IS FAMILIAR WITH, AND WILL ABIDE BY, THE LANSING HUMAN RIGHTS ORDINANCE PURSUANT TO CHAPTER 297, AND THE FILING OF A VERIFICATION OF NON-CONFLICT OF INTEREST FORM PURSUANT TO CHAPTER 240.04 (A) (7).
 - (3) ALL APPLICATIONS SHALL BE EVALUATED AND RANKED BY THE HRCS ADVISORY BOARD WITH A MINIMUM ACCEPTABLE LEVEL FIRST BEING ESTABLISHED. THE CITY'S INTERNAL AUDITOR SHALL PARTICIPATE AS AN ADVISOR DURING THE EVALUATION AND RANKING PROCESS. ALL INDIVIDUALS PARTICIPATING IN THE EVALUATION AND RANKING PROCESS INCLUDING HRCS BOARD MEMBERS AND THE INTERNAL AUDITOR SHALL

FILE THE CITY OF LANSING STATEMENT OF FINANCIAL INTEREST AND PERSONAL INTEREST WITH THE CITY CLERK PRIOR TO CONSIDERATION, RANKING, AND EVALUATION OF APPLICATIONS.

(4) HRCS ADVISORY BOARD RANKING RECOMMENDATIONS AND SUPPLEMENTAL STAFF EVALUATIONS AND RECOMMENDATIONS SHALL BE PROVIDED TO THE MAYOR FOR REVIEW. THE MAYOR WILL MAKE FINAL RECOMMENDATIONS TO CITY COUNCIL FOR APPROVAL.

(5) ONLY AFTER COMPLIANCE WITH THE PROCEDURE CONTAINED IN SECTION 240.04, THE HRCS DEPARTMENT SHALL ENTER INTO CONTRACTUAL AGREEMENTS WITH COMMUNITY-BASED, NON-PROFIT, CHARITABLE ORGANIZATIONS OR OTHER CITY DEPARTMENTS THAT PROVIDE BASIC HUMAN SERVICES.

(B 6) These funds will be used to provide a locally funded revenue base that supports bBasic hHuman sServices. These funds may be used for the direct provision of bBasic hHuman sServices by local community-based, non-profit, charitable organizations OR CITY DEPARTMENTS and/or they may be used as match or leverage by these agencies to secure additional funds from federal, state and/or private sources to support human service delivery initiatives. ALL OF THE FOREGOING SHALL BE ACCOMPLISHED THROUGH A COMPETITIVE BID PROCESS PURSUANT TO THE LANSING CODE OF ORDINANCES.

(GE) The 1.35 percent of the general fund revenue appropriated for Basic Human Services shall be exclusive of any direct funding of COMMUNITY Supported aAgencies by City Council THROUGH A COMPETITIVE BID PROCESS PURSUANT TO THE LANSING CODE OF ORDINANCES. The 1.35 percent of the general fund revenue appropriated for bBasic hHuman sServices shall also be exclusive of any funding appropriated for the purpose of supporting eCultural aArts pPrograms.

~~240.04. – Administrative unit~~ ADMINISTRATION

~~Pursuant to Section 240.03 of this chapter, funds appropriated by the City of Lansing shall be administered by the Human Relations and Community Services Department. This Department shall enter into contractual agreements with community-based, non-profit, charitable organizations that provide basic human services.~~

(A) Funding through the ~~Human Relations and Community Services~~ HRCS Department, PURSUANT TO SECTION 240.03(C), ~~pursuant to Ordinance No. 04027,~~ shall BE ISSUED TO AGENCIES AFTER CONTRACTS ARE CREATED AND APPROVED TO address bBasic hHuman sServices needs as identified by the ~~Human Relations and Community Services Department~~ HRCS ADVISORY BOARD AND DEPARTMENT, AND AFTER REVIEW AND APPROVAL OF THE GRANT CONTRACT BY THE MAYOR, ~~CITY COUNCIL,~~ THE FINANCE DIRECTOR, AND THE CITY ATTORNEY, AND AFTER A VERIFICATION OF NON-CONFLICT OF INTEREST FORM REQUIRED BY THIS CHAPTER AND ATTESTATION BY THE AGENCY THAT ITS MEMBERS ARE FAMILIAR WITH THE LANSING HUMAN RIGHTS ORDINANCE (CHAPTER 297) AND EXPRESSLY AGREE TO COMPLY WITH ITS PROVISIONS. HAVE BEEN FILED WITH THE HRCS DEPARTMENT

THE FOLLOWING PROCESS SHALL BE FOLLOWED IN AWARDING GRANTS UNDER THIS CHAPTER:

1. THE AVAILABILITY OF APPLICATIONS AND GRANTS SHALL BE LISTED ON THE CITY OF LANSING WEBSITE AND IN OTHER PRINTED MATERIAL AVAILABLE TO THE GENERAL PUBLIC.
2. A PUBLIC INFORMATIONAL MEETING FOR INTERESTED GRANT APPLICANTS AND THE GENERAL PUBLIC SHALL BE HELD BEFORE THE DEADLINE FOR APPLICATIONS FOR GRANTS.
3. AFTER THE APPLICATION DEADLINE HAS PASSED, ALL APPLICATIONS FOR GRANTS AND APPLICANT SUCCESS METRICS SHALL BE PROVIDED TO THE HRCS ADVISORY BOARD MEMBERS TOGETHER WITH THE VERIFICATION OF NON-CONFLICT OF INTEREST FORM REQUIRED BY CODE 240.04 (A) (7) AND AN ATTESTATION OF FAMILIARITY AND COMPLIANCE WITH LANSING'S HUMAN RIGHTS ORDINANCE CHAPTER 297 PRIOR TO A MEETING OF THE BOARD TO DISCUSS AND SCORE APPLICATIONS.
4. THE HRCS DIRECTOR SHALL PROVIDE A RECOMMENDATION TO THE MAYOR REGARDING THE DISTRIBUTION OF FUNDING BASED UPON HRCS ADVISORY BOARD SCORING, APPLICANT METRICS, HISTORY, AND THE ABILITY OF THE APPLICANT TO PROVIDE SERVICES THAT MEET THE GOALS OF THE CITY.
5. THE MAYOR WILL INCLUDE FINAL RECOMMENDATIONS IN THE BUDGET PRESENTED TO CITY COUNCIL.
6. THE HRCS DIRECTOR SHALL PROVIDE APPROVAL LETTERS TO SUCCESSFUL AGENCY APPLICANTS AFTER THE CITY BUDGET IS APPROVED BY CITY COUNCIL.
7. PRIOR TO FUNDING EACH AGENCY, ITS PRINCIPAL OFFICERS AND DIRECTORS, IF ANY, SHALL FILE A VERIFICATION OF NON-CONFLICT OF INTEREST FORM PREPARED BY THE CITY ATTORNEY REGARDING ANY ACTUAL OR POTENTIAL CONFLICT OF INTEREST PERTAINING TO THE SUBJECT FUNDING APPROVAL AND ANY ENSUING CONTRACT AND AFFIRM AGENCY FAMILIARITY AND COMPLIANCE WITH THE LANSING HUMAN RIGHTS ORDINANCE PURSUANT TO CODE 297

Section 2. All ordinances, resolutions or rules, parts of ordinances inconsistent with these provisions are repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment by City Council and, pursuant to Section 3-307 of the City Charter, this Chapter shall expire December 31, 2031.